

Howrah Zilla Parishad

10, Biplab Haren Ghosh Sarani, Howrah711101

No. 191/001/H2p

Dated 24/05/2018

Notice inviting Expression of Interest


Expression of Interest is invited from bonafide and experienced firms having Chartered/Cost Accountants/Company Secretaries with them and dealing with preparation and filing of TDS (Income Tax) Returns, GST Returns, Preparation of TDS Certificates and other allied matters related to Income Tax and Goods & Services Tax for the financial year 2018-2019. The details of the services to be obtained are as follows:

1. Preparation and Filing of TDS (Income Tax) Returns in Form 24Q and 26Q within due date.
2. Preparation and Filing of GST Returns (Tax Payer as well as Tax Deductor) within due date.
3. Preparation of TDS Certificates (Income Tax and GST) within due time.
4. Preparation Filing of Correction Statements for defaults, if any.
5. Dealing with notices, if any and compliance thereof related to Income Tax and GST.

The details required for the above will be made available from time to time by the Accounts Section of Howrah Zilla Parishad, Howrah through e-mail/storage media.

Complete details of the firm viz. Name, Address, Contact No, Name of Chartered/Cost Accountants/Company Secretaries associated etc. and the assignment of TDS(Income Tax) and GST matters, if any with the Government/Other Offices along with the **Consolidated Yearly Service Charges (Inclusive of Tax)**, as may be quoted are required to be submitted in sealed envelope. Actual Expenses, in addition to the rate quoted herein, as may be incurred, will be considered for reimbursement on submission of documents in support of claim. Absence of the details sought herein will make the quotation liable for rejection.

The last date for submission of EOI is 05/06/2018 upto 4.00 P.M. The undersigned reserves the right to accept or reject the EOIs as may be received without assigning any reason.


Additional Executive Officer
Howrah Zilla Parishad

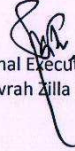
Dated 24/5/18

Memo. No. 191/001/H2p

Copy for information to:

1. District Magistrate, Howrah & Executive Officer, Howrah Zilla Parishad
2. Commissioner, Howrah Municipal Corporation
3. Addl. District Magistrate (LR), Howrah
4. Secretary, H.I.T.
5. DIO, NIC, Howrah
- ✓ 6. DIA, HZP for uploading in the website of Howrah Zilla Parishad
7. Notice Board

with the request to arrange display in their office Notice Board.


Additional Executive Officer
Howrah Zilla Parishad